

Memorandum

To: Justice Information Board Members and Designees

From: Brian LeDuc, JIN Program Director

Date: 1/15/2004

Re: Report of the Program Director -- December 17-January 16, 2004

Travel Policy (Attachment 1)

Pursuant to the travel policy approved at the last meeting, Board members or designees, as appropriate, should submit their travel expenses for reimbursement to Laurel McMillan, DIS on the attached A-19 form.

Technical Advisory Group Update

9 responses received to Request for Information issued in October 2003 (summary of responses and proposed proof-of-concepts attached as Attachment 2)

4 vendors have been invited to make presentations to the Technical Advisory Group on February 3:

1. Equarius/Microsoft
2. Online Business Systems/Sonic
3. Templar
4. URL Integration/Tibco Software

Hope to proceed with one or more pilot projects based on these presentations.

JIN Strategic Plan (Attachment 3)

Developed outline, schedule for 9/2004 report, 2005-2007 JIN Strategic Plan.

Federal Grants for Integrated Justice (Attachment 4)

Time is now to address priorities, proposals for federal grants for integrated justice.

Proposal developed for subcommittee to work with the Board, OFM to improve the current process.

SEARCH Conference

Upcoming conference scheduled for March 22-24, Washington, DC
(<http://www.search.org/conferences/2004symposium/PreProb brochure.pdf>)

SEARCH, the National Consortium for Justice Information and Statistics, will convene the *2004 Symposium on Integrated Justice Information Systems: Supporting the Homeland* in Washington, D.C. on March 22-24, 2004. The U.S. Department of Justice's Bureau of Justice Assistance and SEARCH are co-sponsoring this Symposium and pre-conference workshop to provide assistance to state and local agency representatives who are planning and/or implementing statewide integrated justice information systems.

OFM has set aside \$5,000 of Byrne grant money to send Bev Hempleman, 4 Board members representing local jurisdictions (yet to be identified).¹

Team registration permits individual discounts on the registration. Bev Hempleman will be registered as the Washington State Team Leader, and to obtain the discount, her name must be provided on your registration form **before February 9**. Anyone in Washington may register as part of the team and obtain the discount.

Summary Offender Profile

AOC is getting ready to transfer the application, equipment and contracts to the Program Office.

They will send over a list of contracts to be assigned—working with DIS legal staff on this.

Will engage vendor off DIS master contract for installation, technical support.

SafeHarbor has conducted discovery process for customer support and will submit a proposal in the very near future.

There is a \$150,000 item in the current Governor's budget to cover hosting costs for FY 2004.

¹ \$11,000 of Byrne and National Governor's Association Grant money was used to fund attendance at the 2002 SEARCH conference for Mike Almvig (ACCIS), Larry Bertholf (WASPC), Steve Clem (WAPA), Bev Hempleman (OFM), Laurie Needham (King Co.), Teri Nielsen (WSACC)

[illegible]

Summary of ENDDJIN RFI Responses

Respondent	Experience	Solution	No-Cost Pilot Proposal	Est. Solution Cost
Codesic / Sonic	AT&T (application monitoring and support) Northrop (military command and control infrastructure) Armstrong (Supply chain integration)	Enterprise Service Bus – standards-based, open messaging architecture. Message broker installed at each agency, help and support through DIS	Automated exchange of citation information among WSP, AOC, DOL.	\$500,000 (does not include assistance with specific integration efforts)
Equarius/ Microsoft	AL (Law Enforcement System) King County (Integrated justice solution)	XML-based exchanges using Biz Talk Server and other Microsoft products	Query tool aggregating criminal data from Pierce County, DOL, JBRS.	Not provided (\$100,000 software costs + licenses)
HP/SAS	CA (Parole information) CA (Reg. Information Network) OR, VA, FL DOC (Data warehousing and analysis)	Data warehouse using application and technology adapters to aggregate data	Configure one existing application (such as JIS) for the proposed integration environment	Not provided. Need more detailed requirements analysis first
Metatomix	FL Supreme Court (Consolidated information) MA (nuclear plant monitoring) FL County (Facial recognition/integration project)	Proprietary Java solution consisting of central schema-less database, XML-based interchange platform and web-based graphical interface	Connect three data sources (county, city, state) to provide automatic routing and query capability based on business rules	\$800,000 (5 interfaces— additional interfaces available under a sliding purchase agreement at \$20-35K per interface.)

Summary of ENDDJIN RFI Responses

Online Business Systems/ Sonic	Major NW city (justice integration system) ConEdison (sys. integration) EnCana Corp (bus. integration)	Enterprise Service Bus – standards-based, open messaging architecture. Use Justice XML3.0 for data exchanges	Use SEAJIS (city of Seattle) efforts as POC	\$3-5 million (Includes \$350,000 for hardware, software)
Sierra Systems	CT (Offender tracking system) LA County (Criminal history) British Columbia (Justice integration system)	Use CT solution as system base (state will provide free) XML-based message exchanges, according to business rules, managed through central server	Exchange disposition and incarceration information between SCOMIS (courts) and a jail system, with notifications to WSP, two other entities.	\$5 million (includes \$2-3 million hardware and software)
Templar	WA (Summary offender profile) VA (Reg. exchange) Charleston, SC (reg. justice information system)	Add data exchange capabilities to Summary Offender Profile using Java and Justice XML-based Templar product.	Data exchange among Sheriff's Office, Prosecutor, State corrections facility using Justice XML standards.	Seen as premature
URL Integration/ Tibco Software	CO (Integrated justice system) Corrections Technology Assn. (functional requirements for national standards)	Middleware bus to facilitate exchanges among various systems and platforms.	Model and automate 12-15 exchanges among three selected JIN constituents	Not provided
MTG (Letter of Advice)	Developed original implementation recommendations for JIN, 2002	Use independent evaluator to evaluate RFI responses, pilots and to develop subsequent RFP	None proposed	Not provided

Draft Outline for JIN Strategic Plan/Sept. 2004 Report

The following document, modeled on the 2001 JIN Blueprint, is intended as a first step toward the September 2004 report required by the 2003 JIN Act, as well as the beginnings of a strategic plan for the 2005 biennium. This document will be updated quarterly for the Board (March, June) and then monthly (July, August) as September approaches.

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1. Mission Statement

Current JIN Mission Statement (2001 Blueprint)

The Mission of the Justice Information Network (JIN) is to ensure that any criminal justice practitioner in the state will have complete, timely and accurate information about any suspect or offender. This information will include identity, criminal history and current justice status; will come from data that has been entered only once; and will be available on a single workstation with a single network connection from an automated statewide system.

New JIN Mission Statement

The Mission of the Justice Information Network (JIN) is to improve public safety by providing criminal justice practitioners with complete, timely and accurate information, and to improve operating efficiency by facilitating the integration of disparate systems throughout the state.

Reasons for Change

- Focus on public safety to recognize “higher calling,” post-September 11 environment, availability of funding through the Department of Homeland Security;
- Dropped language about suspects and offenders to allow for broader uses of information (anti-terrorist activities, criminal statistics, etc.);
- Dropped reference to “single workstation” as archaic in today’s Internet environment;
- Dropped language regarding single system to allow for the possibility of a distributed environment;
- Added “facilitating” language to recognize that workload must be largely distributed.

2. Goals

Current Goals

1. Information about justice status will be complete and accurate.
2. Information about justice status will be timely.
3. Information about justice status will be entered only once.
4. Information about justice status will be accessible to all practitioners in a single computer session

New Goals

1. Justice information will be timely, complete and accurate;
2. Justice information will be entered only once;
3. Justice information will be shared efficiently and appropriately by the community.

Reasons for Change

- Combined 1 and 2 for conciseness, with timeliness pre-eminent;
- Changed “justice status” to “justice information” to broaden possible uses, align to Homeland Security environment;
- Rephrased 4 to cover full range of integration possibilities (push, pull, query, subscribe) and to call attention to existing rules regarding data sharing and privacy.

3. Objectives and Governance Structure (from JIN Act, 2003)

The Justice Information Network (JIN) is a statewide network that enables sharing and integrated delivery of justice information maintained in the state's independent information systems. The mission of the Justice Information network is to

- Maximize standardization of data and communications technology;
- Reduce redundant data collection and input efforts;
- Improve work flow within the criminal justice system;
- Provide complete, accurate, and timely information to criminal justice agencies;
- Maintain security and privacy rights respecting criminal justice information.

The Integrated Justice Information Board, which is responsible for implementing JIN, has the following membership:

Appointment	Board Member
A representative appointed by the governor	Everett Billingslea
The attorney general	Christine Gregoire
The chief of the state patrol	Lowell M. Porter
The secretary of the department of corrections	Joseph Lehman
The director of the department of licensing	Fred Stephens
The administrator for the courts	Mary McQueen
The director of the office of financial management	Marty Brown
The director of the department of information services	Stuart Mckee
The assistant secretary of the department of social and health	Cheryl Stephani

services responsible for juvenile rehabilitation programs	
A sheriff appointed by the Washington association of sheriffs and police chiefs	Pat Lee
A police chief appointed by the Washington association of sheriffs and police chiefs	Terry Davenport
A county legislative authority member appointed by the Washington state association of counties	Kathy Lambert
A county clerk appointed by the Washington association of county clerks	Teri Nielsen
A representative appointed by the Washington association of city and county information systems	Jim Wilcox
Two representatives appointed by the judicial information system committee	Cathy Grindle Judge Thomas Wynne
A representative appointed by the association of Washington cities	Bonnie Woodrow
A prosecutor appointed by the Washington association of prosecuting attorneys	Steve Clem

The Board has the power to:

- Coordinate and facilitate the governance, implementation, operation, maintenance, and enhancement of sharing and integrated delivery of complete, accurate, and timely justice information;
- Increase the use of automated electronic data transfer among state justice agencies, local justice agencies, and courts;
- Establish and implement uniform data standards and protocols for data transfer and sharing, interface applications, and connectivity standards;
- Provide state agency and court justice information to criminal justice agencies and courts through connections and applications that enable single session access from multiple platforms;

4. Program Office

There are currently two major projects managed by the JIN Program Office: the development of an enterprise architecture for criminal justice (the “JIN”) and the deployment of the Summary Offender Profile. It is also important that the Program Office and the Board be aware of other integration and automation efforts in the JIN community, and a summary of these projects is attached as Appendix A.

The JIN Program Office currently consists of a Program Director, who is resident at the Department of Information Services (DIS). DIS provides administrative, technical and other support to the Program Office. In addition to managing the two projects mentioned above, the roles and responsibilities of the Program Director are as follows:

- Provide executive level direction and serve as the Chief Executive Officer for JIN;

- Prepare strategic plans and budgets for justice integration projects and present to the Board as required;
- Research and aggressively seek funding;
- Coordinate technical staff in support of JIN projects and applications;
- Prepare and implement a communications plan;
- Coordinate JIN project activities with agency/law enforcement project managers and resolve technology issues related to sharing data;
- Lead subcommittees and workgroups in developing and implementing standards, both technical and business practice.

Summary Offender Profile

The Summary Offender Profile (SOP) is a web-based query application that aggregates data from various sources in the justice community and presents it to the user on one screen. Developed by the Courts, SOP is scheduled for transition to the Program Office in early 2004.

The application will be hosted by DIS, with customer, application and technical support provided by vendors under contract with the Program Office. More data sources will be added to the application as funding permits and use demands. As the enterprise vision for JIN comes together, the role of this application will be more precisely defined.

Enterprise Architecture

In conjunction with its statutory mission to enable sharing and integrated delivery of justice information, and in response to the Justice Information Network Act's requirement of a report to the Governor, Legislature and Supreme Court setting out "specific goals for improving criminal justice integration, a timeline and identifiable benchmarks for achieving those goals, and recommendations concerning needed legislative changes and appropriations," the Program Office issued a Request for Information (RFI) in October 2003.

The RFI resulted in [insert information about pilot projects as they are approved and develop] and the establishment of an enterprise architecture based on [insert information about architecture of proposed solution—e.g. XML, web services, enterprise service bus, Microsoft Biz Talk, etc.]

In addition, the JIN Technical Advisory Group, which is supervising the RFI process, recommends technical policies, guidelines, and principles regarding the development of the JIN and the exchange of information within the Washington justice community. These recommendations are subject to the approval of the Board. [Currently working with DIS, Technical Advisory Group to establish content, parameters for technical standards, policies and guidelines]

5. 2004 JIN Program Office Project Schedule*

ID	Task Name	Start	Finish	Resource Names	5 '04	6 '04	7 '04	8 '04
1	Project Plan	12/1	12/31					
2	Program Office Budget and Workplan	12/1	12/31	Brian LeDuc,Board				
3	JIN Governance Structure	10/21	4/30		0%			
4	Establish Board's role in grants for integrated justice ;	10/21	1/20	Board				
5	Establish Roles and Responsibilities of Program Director and Program Office	10/21	12/16	Board				
6	Establish technical standards, policies	10/29	4/30	Technical Advisory Group,Board,DIS	0%			
7	Seek Funding, Business Partners	6/17	7/30					0%
8	Incorporate integrated justice projects into State Homeland Security strategy	9/1	12/26	Brian LeDuc				
9	develop legislative, business, local contacts	6/17	7/30	Brian LeDuc				0%
10	Develop SOP Environment	10/10	2/27					
11	Hosting Plan	10/10	10/21	Brian LeDuc,SOP Task Force				
12	Transition	12/16	2/27	Brian LeDuc,Wayne Clare,DIS				
13	RFP for Technical Support	11/3	1/16	Brian LeDuc,DIS				
14	Establish Customer Support environment	11/3	1/16	Brian LeDuc				
15	Request for Information for Integration Solution	9/1	4/16		%			
16	Draft RFI	9/1	10/21	Brian LeDuc,TAG				
17	RFI responses	11/3	12/19	Vendors				
18	Selection of Partner	12/22	1/16	TAG				
19	Vendor Presentations	2/3	2/3	TAG				
20	Proof of Concept	2/4	4/16	Brian LeDuc, Vendor(s)				
21	September 2004 Report to Governor	1/20	7/20					0%
22	Outline	1/20	3/26	Brian LeDuc				
23	Gap Analysis	3/29	4/13	Brian LeDuc,Board				
24	Information Gathering	3/16	5/28	Brian LeDuc	0%			
25	First Draft	5/31	6/15	Brian LeDuc,Board		0%		
26	Final Draft	6/15	7/20	Brian LeDuc,Board			0%	
27	Other Duties and Projects	5/5	7/30					0%
28	Outreach	12/1	7/30	Brian LeDuc				0%
29	Oversee production of interdisciplinary RCW Crime Code Manual	5/4	6/25	Brian LeDuc,WSP,AOC,SGC,WAPA		0%		
30	Newsletter	5/5	7/30	Brian LeDuc				0%
31	Add content to website	7/1	7/30	Brian LeDuc				0%
32	Identify opportunities for collaboration, leverage	7/30	7/30	Brian LeDuc				0%

***A Schedule for the 2005 biennium will be developed as the operating needs for Summary Offender Profile are more precisely defined and the role of centralized functions in the JIN enterprise architecture is developed in conjunction with 2004 pilot integration projects.**

6. Program Office Budget 2005-2007

If the current level of support from DIS continues, no additional resource requirements for the Program office are anticipated. Funding for all projects is envisioned through grants or direct appropriations, with additional equipment and staff to be added in future budget requests, as warranted.

Justice Information Network Program Office Budget Projection for 05-07 Biennium

	FY06	FY07	Bien 05-07
Operating Revenue*	0	0	0
<u>Operating Expenses</u>			
Salary & Benefits	111,600	111,600	223,200
Facilities & Services (DIS)	4,800	4,800	9,600
Telecommunications & Internet services (DIS)	2,100	2,100	4,200
Supplies and LAN Services (DIS)	5,550	5,550	11,100
Summary Offender Profile Hosting	154,080	154,080	308,160
Travel Expenses (Program Director)	2,400	2,400	4,800
Travel Expenses (Board Meetings)	6,000	6,000	12,000
Agency Administration and Overhead (DIS)	14,000	14,000	28,000
TOTAL	300,530	300,530	601,060
Profit/(Loss)	(300,530)	(300,530)	(601,060)

Projects

Because it depends on the results of the currently pending Request for Information, besides Summary Offender Profile, it is too early to say at this time what projects the Program Office may or should manage during this period.. This document will be updated accordingly as the situation develops.

Notes

* Interagency agreement for Program Office expires 11/2004

*Byrne Grant funding expires July 2005

Appendix A Summary of Integration Projects Statewide*

Project	Lead
Electronic Citations	WSP, AOC
Jail Booking and Reporting System	WASPC
National Sex Offender Registry	WASPC
Judgment and Sentencing	AOC
King County Law Safety and Justice Integration	King County
King County Regional Automated Information Network	King County Sheriff
Whatcom County Exchange Network	Whatcom County
Disposition Transfer	WSP, AOC
Homicide Information Tracking System	Attorney General
Offender Management Network	DOC
Law Enforcement Data Access	DOL
Live-scan systems at jails, booking facilities, and juvenile detention centers.	WSP
NCIC 2000 implementation and compliance	WSP
WACIC, WASIS, SOR, AFIS updates to ensure compliance with national standards	WSP

*More information (project description and schedule) to be provided by lead agencies, based on model of 2001 JIN Blueprint. An example, available on the JIN web site at <http://www.jin.wa.gov/publications/jin2003.htm>, is reproduced below.

STATEWIDE JAIL BOOKING AND REPORTING SYSTEM

Agency: Washington Association of Sheriffs and Police Chiefs

Project Description: Development of a Statewide Jail Booking System by the Washington Association of Sheriffs and Police Chiefs (WASPC) will provide complete, accurate, and timely information on every arrest booking as well as offender custody status. The system will permit more effective use of jail resources, provide administrative information in reasonable time for better planning, and improve the coordination between local and state corrections agencies. Having completed its feasibility study in August 1999, WASPC will develop system specifications and release a Request for Proposal in March 2001. WASPC intends to issue the award to develop the system in October 2001.

Business Objectives:

- Provide complete, accurate, and timely information on arrest bookings and custody status in real-time.
- Enhance the ability of the community of justice users to perform risk assessment on offenders through access to tactical information on jail bookings and custody history.
- Enhance officer and public safety through access to complete jail booking and custody history information.
- Provide consistent and reliable information on jail capacity and population in the state of Washington.
- Provide the Office of Financial Management with administrative information to perform jail capacity forecasts.
- Provide the Washington State Legislature with administrative information to assess the impact of new laws on local jails.

Memorandum

To: Justice Information Board Members and Designees
From: Brian LeDuc, JIN Program Director
Date: 1/14/2004
Re: Review of Federal Grant Applications for FY2004

In the next few months the Federal Government will allocate funds to the State for integrated justice in Fiscal Year 2004. These will come from the Byrne Grant (approximately \$650,000 available) and the National Criminal History Improvement Program (Approximately \$1.2 million last year). Although these funds are administered by the Office of Financial Management (OFM), OFM looks to the Justice Information Board to set priorities for use of these funds and to consult on the selection of recipients. The current goals and priorities were set in 2001.

Current JIN Goals

1. Information about justice status will be complete and accurate.
2. Information about justice status will be timely.
3. Information about justice status will be entered only once.
4. Information about justice status will be accessible to all practitioners in a single computer session.

Current priorities for integrated justice funding

1. Felony Dispositions
2. PCN/SID/ Booking: State
3. PCN: Local
4. WSP JIN Infrastructure Support (i.e., NCIC 2000)
5. Felony Sentences (includes Judgment & Sentence)
6. Booking: Local (JBRS)
7. Arrest Dispositions
8. Protection Orders (tie)
9. SID/Booking: Federal (tie) (IAFIS)
10. Misdemeanor Dispositions/Sentences (follow-on phase to #1)
11. Warrants Issued
12. Offender Status
13. Traffic Citations
14. Terms and Conditions of Release
15. Warrants Serviced
16. Incident Reports

This list of priorities is of questionable utility and clearly outdated, particularly as the Board assumes authority and the State begins to establish a vision for integrated justice. The Board should discard the current priorities and recommend that applications for funding be reviewed against the goals and objectives set forth in the draft Strategic Plan and the current law, as well as any grant-specific requirements.

Judging candidates against the basic mission of the JIN (sharing and integrated delivery of justice information; standardization of technology; reduction of redundant data entry; and complete, accurate, and timely information to criminal justice agencies¹) is not only more responsive to the Board's statutory mission, but it affords greater flexibility as conditions and circumstances change.

¹ *Justice Information Network Act*, RCW §10.98.200

Given the size of the Board, it is recommended that a subcommittee be created to oversee the application process. The proposed Federal Grants Subcommittee, supported by the Criminal Justice Grants Coordinator at OFM would review applications and recommend funding decisions, which could be submitted for endorsement by the Board and subsequently presented to OFM. Service on this subcommittee would likely involve an independent review of proposals and 2-3 meetings in the spring.

Proposed Board Action

Recommend that federal grants for integrated justice be evaluated for their compliance with established mandates and strategic goals;

Establish a subcommittee to oversee the application and review process and to make recommendations to the Board for funding decisions.